

EXECUTIVE SUMMARY

Events Management

NQF Level 4

Faculty of Business: Management Sciences

Learning Programme Title	Events Management
Learning Programme ID	120372 and 120373
Registration End Date	2018-06-30
Last Date for Enrolment	2019-06-30
Duration	5 Days
NQF Level	4
Minimum Credits	14

Knowledge Leadership Management

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Learning Assumed to be in Place	<ul style="list-style-type: none">• Computer Literacy at NQF Level 4 or equivalent• Mathematics at NQF Level 4 or equivalent• Numeracy at NQF Level 4 or equivalent• Literacy at NQF Level 4 or equivalent• Communications at NQF Level 4 or equivalent
Originating Qualification	FETC: Project Management NQF Level 4

KLM Empowered



Specific Outcomes	Content Outline
<ul style="list-style-type: none"> ▪ Explain the nature of a project. ▪ Explain the nature and application of project management. ▪ Explain the types of structures that are found in a project environment. ▪ Explain the application of organisation structures in a project environment. ▪ Explain the major processes and activities required to manage a project. ▪ Contribute to the identification and co-ordination of stakeholders, their roles, needs and expectations. ▪ Contribute to the identification, description and analysis of the project needs, expectations, constraints, assumptions, exclusions, inclusions and deliverables. ▪ Contribute to preparing and producing inputs to be used for further planning activities.. 	<ul style="list-style-type: none"> ▪ The Nature of a Project ▪ The Nature and Application of Project Management ▪ The Types of Structures that are found in a Project Environment ▪ The Application for Organisation Structures in a Project Environment ▪ The Major Processes and Activities required to manage a Project ▪ Identification and co-ordination of stakeholders, their roles, needs and expectations ▪ The identification, description and analysis of the project needs, expectations, constraints, assumptions, exclusions, inclusions and deliverables ▪ Project Initiation, Scope Definition and Scope Change Control ▪ Monitoring of the achievement of the Project’s Scope

Qualification Overview

ID	UNIT STANDARD TITLE	LEVEL	CREDITS
120372	Explain the fundamentals of project management	4	5
120373	Contribute to project initiation, scope definition and scope change control	4	9
TOTAL			14